



Office of the City Clerk

Weekly Report – for Week Ending May 18, 2018

OFFICE OF THE CITY CLERK – PROJECT HIGHLIGHTS AND STATUS

Elections

Outreach

An elections information table was staffed at the East Los Angeles Skills Center (CD 1) and the West Valley Occupational Center (CD 3) community events.

A mock election was held at Mervyn M. Dymally High School (CD 9) reaching 481 students, and registering/pre-registering 110 to vote.

With a new program name, Free the Vote, staff will renew its efforts to provide voter outreach to those involved in the criminal justice system. Qualifying prison inmates, those formerly imprisoned, and those facing a conviction will be invited to participate in the electoral process. Staff is in the process of arranging training through the American Civil Liberties Union (ACLU).

Neighborhood Council (NC) Elections

The Westwood NC Subdivision Election will take place on May 22 and staff was busy this week, assembling supplies for two polling locations, finalizing logistics, training poll workers, and processing Vote-By-Mail (VBM) applications. The VBM application period closed on May 15. Over 2,000 applications were received. The VBM application period for the Historic Cultural and the Wilshire Center Koreatown NC Subdivision Elections continue. As of Wednesday, 17 and 590 VBM applications were received, respectively.

In House Elections

Ballots have been tallied for the Board of Deferred Compensation Administration retired seat and the DWP Active Participant Representative Elections on May 15. The unofficial results were projected live during the tally process. Ballots have also been received and batched for the May 18 LA City Employee Retirement System Board Member Run-Off Election.

Business Improvement Districts

The Ordinance of Intention for the Little Tokyo BID was adopted in Council on May 15.

Systems

New enhancements were made to the Neighborhood Council Funding online portal to manage multiple special fund accounts for all 97 Neighborhood Councils (NC). NCs will be able to view available funds in each account in real-time prior to making a funding request. These funds are only accessible via the City's FMS and were not viewable to the NCs. The new version is scheduled to go live this week.

Staff were trained on using new features of the Business Improvement District (BID) application. The BID contractors can now submit required documentation online via the City Clerk BID portal. This includes the submission of Quarterly report and newsletter as part of the quarterly data collection for each BID.

Neighborhood Council (NC) Funding Program

With the end of the fiscal year fast approaching, NCs are rushing to spend down their allocation. Payment requests this week have increased significantly. To date, NCs have spent \$2.8M or 68% of their \$4.2M allocation. The first end-of-year deadline to submit requests to fund NC events is May 20.

Financial Officer training is being provided this weekend for the Harbor Area NCs. Staff will also be attending the Sunland Tujunga Neighborhood Council board retreat on May 19 to cover key funding topics and deadlines.